



MEETING OF THE PARENT ADVISORY COMMITTEE
OAK BAY HIGH SCHOOL

MEETING MINUTES
MONDAY, November 17, 2025, 7:00pm, OBH CAFETERIA

Meeting called to order at 7:05 pm

Attendees:

PAC Chair: James Chaney, PAC Treasurer: Melissa Donaldson, PAC Secretary: Krissy Johns,
PAC Members at Large: Anne Chow, Elizabeth Vitanza, Kalina Popova, Jennifer Sainz, Krista
Henry, Principal: Shawn Boulding

Additional members: 3

Territorial Acknowledgment and Welcome

Approval of the Minutes and the Agenda

MOTION: *Be it resolved that the Meeting minutes for October 20th be approved.*(Kalina, Krista)
Approved

MOTION: *Be it resolved that the Agenda for November 17th be approved, with the amendment
to move the treasurer update to before the secretary update. (James, Krissy)*
Approved

Minutes will be published in pdf and available on the school website.

Administrative updates from Shawn Boulding

This Friday is a pro-d day, report cards will be released at 4pm on Friday.

Nov 21st is the 10 year anniversary of the Sno'uyutth pole. The school is working on
ways to acknowledge this. There will be a school assembly, with topics and
acknowledgements that embody the spirit behind the pole.

Talks are ongoing about restoring the pole in a thoughtful and respectful way, with
appropriate steps and permissions.



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One school goal is building connections with students. Staff is currently discussing homeroom/advisory. Grade 9s have advisory classes and it's having a positive effect. The school will look at the possibility of continuing this trial.

Holiday hampers are outside the office, ready for donations. These support families within the school as well as within the community.

Leadership

Many school leadership options available for students. Grade 9 leadership class is within the timetable, grades 10-12 leadership is outside the timetable. Leadership organized events include grade specific breakfasts, and help with the winter formal. Athletic leadership helps to organize games within the school.

Grade 12 leadership - Grad winter formal December 11. This was brought back a few years ago. It will take place in the multipurpose room; decorators come to make the space special. This is the kickoff event for grad activities.

Athletics

Sr boys soccer going to provincials

Jr girls volleyball heading to provincials.

Basketball season is starting soon.

Girls Cross Country Provincial Champions banner has arrived at the school

Performing arts

Choir concert - Dec 11th, 7pm in the Dave Dunnet theatre



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PAC Chair update

See VCPAC update below

PAC Treasurer update

See current statement of accounts at the end of the minutes.

We have received the cheque from Monterey Middle School PAC for their share of the Screenager screening costs.

We have enough money to fund all of the funding requests this year.

There is a little bit of extra money available should further requests be made in the New Year.

PAC Secretary update

Funding requests

This year, we received 9 applications, summarized as follows (department, amount requested, funding use):

1. **Counselling (all students): \$500** Snack food for kids available in the counsellors office.
2. **Athletics (~400 students) \$24 614.50** Sports fees, officials, part of bus engine, roof racks for bus.
3. **Counselling leadership (13): \$80** One time workshop (Heart Lake Farm/Together in stride asks for honourarium)
4. **Oak Bay Awards (150+ students): \$500** purchase, repair, and maintain awards and plaques. Requesting \$500 (District funds - school budget)



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5. **Science/Bowker Creek restoration (50 students): \$385** (2) Hip waders, (5) hand pruners, native plants
6. **Clay Club (6 students): \$600** (24) 10Kg bags of clay for students
7. **Model Games Club (11 students): \$155** Purchase of Miniature War Games (travel battle \$63; Halo Flashpoint Spartan ed. \$91)
8. **Water is life Aquarium group (50 students): \$400** Purchase of aquarium supplies
9. **Oak Bay Choir: \$2500** Money towards choir risers (would eventually like to purchase 5 risers to replace existing as needed. Each riser costs \$5000)

MOTION: *Be it resolved that the funding requests be granted as written. (Melissa, Kalina)*

Approved

VCPAC Update (James)

VCPAC has offered a number of presentations around town with different speakers. October 5 - speakers' theme was mental health. A few dozen people in attendance. The hope is that the attendance increases. Next presentation at Oak Bay High on Nov 27th. Doors open 6:15. 6:45-8:30. The topic is Inclusive Education. Songhees nation will also be in attendance. The next meeting is Thursday, January 15th @ Vic High.

New Business

Naloxone training

Currently exploring dates either in late November/early December, or January.

Next Meeting:

January 19, 2026, 7:00 pm at Oak Bay High School in the cafeteria.



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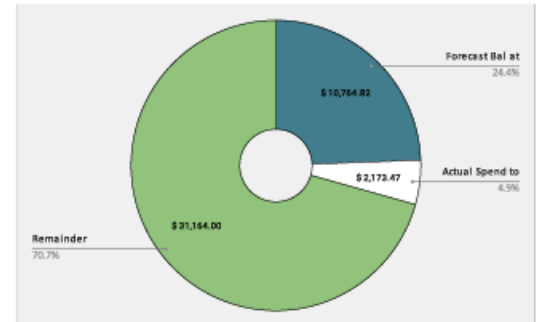
Meeting Adjourned at 7:56pm

Financial report as of November 14, 2025

Oak Bay High School PAC
Financial Report
Nov 17, 2025

Bank Activities				Cheque #	Notes
	Gaming account	General account	Total		
Opening bank balance at Oct 20, 2025	\$ 30,208.00	\$ 11,729.00	\$ 41,937.00		
Rev Donations		\$ 4,338.76			
Exp Screenagers	\$ (996.00)			ch 68	
Exp Bowker Creek	\$ (262.00)			ch 67	last year
Exp Choir	\$ (901.00)			ch 66	last year
Exp Grad Decor		\$ (14.47)		ch 9	last year
Ending bank balances Nov 14, 2025	\$ 28,049.00	\$ 16,053.29	\$ 44,102.29		
Forecasted Spend in 25/26	\$ 23,398.00	\$ 9,939.47	\$ 33,337.47		
Forecast Bal at End of School Year			\$ 10,764.82		
Actual Spend to Date	\$ 2,159.00	\$ 14.47	\$ 2,173.47		
Remainder Funded	\$ 21,239.00	\$ 9,925.00	\$ 31,164.00		
	4,651.00	6,113.82	10,764.82		

END OF YEAR



Budget Allocated				Actual Spend			
	Gaming account	General account	Total	Gaming account	General account	Total	Variance from Budget
Forecasted Expenses							
Funding requests				Actual Funding Expenses			\$ -
Counselling - Food	\$ 500	\$ 500	\$ 500	Counselling - Food	\$ 500	\$ 500	\$ -
Athletics - Fees	\$ 19,615	\$ 5,000	\$ 24,615	Athletics - Fees	\$ 24,615	\$ 24,615	\$ 24,615
Counselling - Workshop	\$ 80	\$ 80	\$ 80	Counselling - Workshop	\$ 80	\$ 80	\$ 80
School Awards	\$ 500	\$ 500	\$ 500	School Awards	\$ 500	\$ 500	\$ 500
Bowker Creek Restoration	\$ 385	\$ 385	\$ 385	Bowker Creek Restoration	\$ 385	\$ 385	\$ 385
Clay Club	\$ 600	\$ 600	\$ 600	Clay Club	\$ 600	\$ 600	\$ 600
Model Games Club	\$ 155	\$ 155	\$ 155	Model Games Club	\$ 155	\$ 155	\$ 155
Water is Life Aquatic Club	\$ 400	\$ 400	\$ 400	Water is Life Aquatic Club	\$ 400	\$ 400	\$ 400
Choir - OB Theatre Bookings		\$ 2,500	\$ 2,500	Choir - OB Theatre Bookings	\$ 2,500	\$ 2,500	\$ 2,500
Total forecast funding expenses	\$ 22,235	\$ 7,500	\$ 29,735	Actual Funding Expenses	\$ -	\$ -	\$ 29,735
Other expenses				Actual Other Expenses			\$ -
Bank charges		\$ 100	\$ 100	Bank charges		\$ 100	\$ 100
Events (Screenagers/etc)		\$ 1,000	\$ 1,000	Events (Screenagers/etc)	\$ 996	\$ 1,000	\$ 4
Donation		\$ 100	\$ 100	Donation		\$ 100	\$ 100
BCCPAC membership dues		\$ 75	\$ 75	BCCPAC membership dues		\$ 75	\$ 75
Staff appreciation		\$ 750	\$ 750	Staff appreciation		\$ 750	\$ 750
Grad block party		\$ 400	\$ 400	Grad block party		\$ 400	\$ 400
Other from prior yr	\$ 1,163	\$ 14	\$ 1,177	Other from prior yr	\$ 1,163	\$ 14	\$ 1,177
Total forecast other expenses	\$ 1,163	\$ 2,439	\$ 2,425	Actual Other Expenses	\$ 2,159	\$ 14	\$ 3,602
Total forecast expenses	\$ 23,398	\$ 9,939	\$ 32,160	Total Actual Expenses	\$ 2,159	\$ 14	\$ 33,337